



Evolution Insurance Brokers
8722 S. Harrison St. Sandy, UT 84070
P.O. Box 4439 Sandy, UT 84091
800-257-5590 • Fax 801-304-5515

EIB PRODUCER CHECKLIST

Agent Conditions

1. Property and Casualty Agent must have a license in the state where the Insured is located.
2. All questions must be answered on any standard EIB Application form submitted to EIB. If EIB's standard form is not used, EIB may agree to accept an ISO application with a fully completed EIB Pre-Underwriting Worksheet form (available on our website, www.eibdirect.com).
3. Upon receipt of a quote from EIB, the required premium must be submitted by the agent directly to EIB, either in full or the deposit requested by Greenlight Premium Finance Company.

Note: Neither EIB nor any of EIB's insurers will sign any Greenlight Premium Finance Company Agreements relating to cancellation and refund. Only the Greenlight Premium Finance Company on the quote form has agreed to accept the non-financial guarantee relationship.

Binding Conditions

Coverage can only be bound if:

1. EIB receives a check by fax, a check by mail, a wire transfer, or cash in some form from the agent, not from the Insured.
2. EIB receives an Application signed by the Insured.
3. Any and all conditions set forth on the Quote have been met.
4. The signed Declination State Report forms for unlicensed insurers, provided with quotes by EIB, have been submitted by the Producer.

Note: No coverage can be bound until all required documents have been received by EIB.

No policy issued can be cancelled flat by the Insured. There will be a minimum and fully earned premium equal to 40% of the total premium for any request to bind received by EIB.

The EIB state surplus lines tax filing entity in your state will be sent a copy of the issued policy, the quote, the application, and the state declination form for that entity's record and premium tax filing purposes in the state where the Insured is located.

Please contact EIB for answers to any questions you may have. Thank you for being interested in the services that EIB offers.